

# COUNTY OF LOS ANGELES

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## DEPARTMENT OF MENTAL HEALTH

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August 16, 2007

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.  
Director of Mental Health

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO ENTER INTO SOLE  
SOURCE CONTRACT NEGOTIATIONS WITH THE CALIFORNIA  
INSTITUTE OF MENTAL HEALTH**

This memo is to comply with the Chief Administrative Officer, David E. Janssen's September 1999 letter regarding contracting policy requirements for sole source contracts. It is the Los Angeles County Department of Mental Health's (DMH) intent to enter into sole source contract negotiations with the California Institute of Mental Health (CIMH), located at 2125 19th Street, 2nd Floor, Sacramento, CA 95818 to amend \$296,790 into its Consultant Services Agreement to support the development of an educational video about Post Traumatic Stress Disorder (PTSD) in veterans.

On September 21, 2006, the California Department of Mental Health (CDMH) provided Los Angeles County \$389,735 in one-time Substance Abuse and Mental Health Services Administration (SAMHSA) funds for the development of an educational video regarding the treatment of veterans with PTSD returning from war zones. This action was taken subsequent to an agreement among CDMH, the County Mental Health Directors' Association and several veterans' groups regarding augmenting mental health services to veterans. Included in the agreement was the development of an educational PTSD video to be provided through CIMH. The amendment to add this initial allocation was executed on February 6, 2007 and CIMH began work on the video.

On February 16, 2007, CDMH notified the Director of Mental Health of an additional allocation of \$296,790 in one-time only SAMHSA funds for FY 2006-2007 to augment funding for the PTSD video, and agreed that this money could be utilized in FY 2007-08. This one-time SAMHSA augmentation was provided by CDMH to support CIMH's current efforts to create an educational video for statewide use on the symptoms, treatment and prevention of PTSD, a disorder affecting many veterans. It is expected that this video will provide a structured learning system for clinicians, veterans, families and others.

*"To Enrich Lives Through Effective And Caring Service"*

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CIMH is a non-profit, private agency that has contracted with DMH since December 1999 and currently provides consultant services including training and technical assistance regarding the CalWORKs program and the planning and implementation of the Mental Health Services Act.

Unless otherwise instructed by a Board office within two weeks, DMH will proceed with negotiating the sole source action. DMH will work closely with both the Office of the County Counsel and the Chief Executive Office in amending the existing Agreement with the California Institute of Mental Health.

MJS:JCA:LG:lc

c: Chief Executive Officer  
Executive Officer, Board of Supervisors  
County Counsel  
Sheila Shima